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Descriptions of Graduate Programs in English at Pennsylvania State University (University Park) and the University of Tennessee.

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For a 1969 report on graduate programs in English, the Association of Departments of English obtained information from chairmen or directors of graduate study in English at 223 institutions. This document contains some of the information collected for the full report (available through ERIC as "Graduate Programs in English: A 1969 Report" by Bonnie E. Nelson). The major portion of the document consists of a "Graduate Student Handbook" given to masters and doctoral candidates at the Pennsylvania State University. The final section contains a brochure describing the Master of Arts, the Doctor of Philosophy, and the Master of Arts in College Teaching degrees at the University of Tennessee. (BN)

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OFFICE OF EDUCATION

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DESCRIPTIONS OF GRADUATE PROGRAMS IN ENGLISH AT PENNSYLVANIA STATE UNIVERSITY (UNIVERSITY PARK) AND THE UNIVERSITY OF TENNESSEE

1969

TE 500 575

THE PENNSYLVANIA STATE UNIVERSITY

DEPARTMENT OF ENGLISH

GRADUATE

STUDENT

HANDBOOK

1968 - 1969

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General Information

ORGANIZATION OF THE ENGLISH DEPARTMENT

June 1968

Administrative Staff

Henry W. Sams, Head, Department of English	245 Sparks
John S. Bowman, Chairman of English Composition	201 Sparks
Robert W. Frank, Jr., Associate Head	205 Sparks
Harrison T. Meserole, Director of Research	227A Sparks
Richard B. Gidez, Assistant to the Head, Scheduling Officer	221 Sparks
William Loop, Administrative Assistant	221 Sparks

Chairman of English Honors:

Ralph Condee	229 Sparks

Liaison Officer between University Park and Commonwealth Campuses:

William H. Hill	243 Sparks

Secretary, English Colloquium:

Elmer Borklund	233 Sparks

Department Bibliographer:

STANDING COMMITTEES

Clinic	James Stewart	227 Sparks
English 1		
English 2	S. Leonard Rubinstein	202 Sparks
English 3		
English 105	Donald Byrne	225 Sparks
English 106	Shirley Harrison	244 Sparks
English 107	Elmer Borklund	233 Sparks

Master Section Committee

John S. Bowman, Chairman	201 Sparks
Samuel P. Bayard	204 Sparks
Donald Byrne	225 Sparks
William Damerst	241C Sparks
William H. Hill	243 Sparks
Kenneth Houp	237B Sparks
Edgar H. Knapp	242 Sparks
Morton Levy	238 Sparks
Virginia D. Ricker	234 Sparks
Audrey Rodgers	240A Sparks
James P. Stewart	227 Sparks
Robert G. Weaver	241 Sparks
Jack McManis	234 Sparks

Graduate Curriculum Committee

Robert W. Frank, Jr., Chairman, ex officio	205 Sparks
Ralph Condee	229 Sparks
Charles T. Davis	205 Sparks
Harrison T. Meserole, ex officio	227A Sparks
Richard B. Gidez	221 Sparks
Stanley Weintraub	229 Sparks

ELECTED COMMITTEES

Agenda

1966-69

Sam Bayard	204 Sparks
Charles Davis	205 Sparks

1967-70

Gordon Shedd	231 Sparks
Stanley Weintraub	229 Sparks

1968-71

Maurice Cramer	223 Sparks
Chadwick Hansen	226 Sparks

Rank and Tenure

Professors:	Ralph Condee	229 Sparks
	Charles Davis	205 Sparks
	Stanley Weintraub	229 Sparks
	Maurice Cramer	223 Sparks
Assoc. Prof.:	Elmer Borklund	233 Sparks
Asst. Prof.:	Judd Arnold	225 Sparks
Instructor:	Shirley Harrison	244 Sparks
At Large:	Wilfred Jewkes	222 Sparks

ENGLISH GRADUATE FACULTY

1968-1969

Austin, Deborah

Bayard, Samuel P.

Bell, Michael

Borklund, Elmer

Bressler, Leo A.

Buckalew, Ronald

Condee, Ralph W.

Cramer, Maurice

Davis, Charles

Euwema, Ben

Frank, Robert W., Jr.

Gidez, Richard B.

Goldberg, Maxwell

Hansen, Chadwick C.

Jewkes, Wilfred T.

Lewis, Arthur O., Jr.

Mann, Charles

Meserole, Harrison T.

Oldsey, Bernard S.

Reed, Robert R.

Rubin, Joseph J.

Sams, Henry W.

Shedd, Gordon

Sutherland, A. Bruce

Trachtenberg, Alan

Weintraub, Stanley

Wellwarth, George

West, Paul

Young, Philip

- - - - - - - - - - - - - - - - -

Graduate Advisors

Frank, Robert W., Jr.

Gidez, Richard B.

Meserole, Harrison T.

Young, Philip

ENGLISH DEPARTMENT

CURRENT GRADUATE FACULTY COMMITTEES

Old Master's Comprehensive

1968 - 1969

Euwema*
Oldsey
Reed

New Master's Examination

Summer 1968	Fall 1968	Winter 1969	Spring 1969	Summer 1969
Borklund*	Shedd*	Shedd*	Shedd*	Davis*
Mann	Davis	Davis	Davis	Cramer
Shedd	Cramer	Cramer	Cramer	Bell

Doctoral Comprehensives

Robert W. Frank, Jr., Chairman

	Summer 1968	Fall 1968	Winter 1969	Spring 1969	Summer 1969
Medieval	Frank	Bayard	Frank	Frank	Frank
Renaissance	Reed	Reed	Jewkes	Jewkes	Jewkes
17th Century	Euwema	Euwema	Condee	Condee	Euwema
18th Century	Sams	Sams	Sams	Sams	Sams
19th Century	Austin	Goldberg	Austin	Austin	Cramer
20th Century	Borklund	Weintraub	West	West	Borklund
American I	Hansen	Meserole	Hansen	Hansen	Hansen
American II	Bressler	Bressler	Young	Young	Davis
American III	Gidez	Borklund	Lewis	Lewis	Lewis

* Chairman

PROCEDURES

The English Graduate Student Handbook contains pertinent information concerning graduate work in the English Department. Here in tabular form are some of the things you ought to pay particular attention to:

1. Make sure the office has your current address and phone number.

2. Report for registration and advising at the required time. Note that registration is also the period for signing up for language exams.

3. Graduate students are responsible for the dates on the English Graduate calendar. These dates will be strictly enforced. Students should also check from time to time the bulletin boards outside the secretary's office and in the Coffee Room (235 Sparks).

4. Graduate students are responsible for information in the Graduate School Handbook and Catalogue.

5. The Department has adopted a policy on probation. See Rules on Probation.

6. English 501 is required of all graduate students in English and should be taken as early as possible.

7. A full-time student in the M.A. or M.Ed. program is expected to take the Master's examination during his fourth term of residence but must take it no later than his fifth term. A graduate assistant is expected to take this examination during his fifth term of residence but must take it no later than the sixth term.

8. Full-time Master's candidates should decide by the end of their 2nd term which thesis option (three papers or thesis) they will elect; graduate assistants, by the end of their 3rd term. (Form 24)

   The Department encourages Doctoral candidates and Master's candidates, choosing the thesis option, to take 1 or 2 thesis credits for exploratory purposes. Such students must report to Mr. Gidez or Mr. Frank each term no later than the end of the third week.

   As early as possible, the student should report to Mr. Gidez or Mr. Frank for formal acceptance of a thesis topic and appointment of director. Prior exploration of topics and consultation with possible directors are encouraged. (Form 24)

   Credits in English 600 and 610 are granted for work on thesis or dissertation. A student is responsible for demonstrating to his director that he has been seriously working on a project. Failure to do so can result in denial of credit.

(OVER)

Students who plan to continue for the Ph.D. at Penn State should follow the procedures as set forth in Application to Continue for the Ph.D.

9. A student working for the Doctoral degree is expected to take the candidacy exam in his 1st term of residence but no later than his 2nd term. A student with 12 credits beyond the Master's degree may be denied registration until he passes this examination.

10. All Ph.D. candidates must qualify in both required languages before they have accumulated 51 hours of graduate credit (including the Master's degree).

11. The Department recommends that Doctoral candidates take the Comprehensive Examination before accumulating 75 graduate credits (including the Master's degree). Ph.D. candidates are reminded that they cannot take the Doctoral Comprehensive Examination until they have passed both language exams.

12. Graduate assistantships sometimes become available at the last minute. Interested students should file an application with Mr. Gidez.

13. There will be a meeting in the Fall Term to explain the procedures and to answer questions about seeking teaching appointments. There is a file in the Secretary's office of positions available.

14. Copies of forms in this Handbook may be obtained from Miss Lutz in 246 Sparks.

DEPARTMENT OF ENGLISH

Graduate Calendar of Events

Fall Term 1968

Sept.	18-20	Advising
	18-20	Fall Term Registration
	18-20	Oral Examination in Foreign Languages for Advanced Degree Candidates.
	23	Fall Term Classes Begin.
	23	Last Date for Registering with Foreign Language Departments for Written Language Examinations.
	30	Last Date for Submitting list of books (25) for Candidacy Exam.
Oct.	2	Last Date for Adding Courses to Approved Schedules.
	7	Last Date for Selection of 15 books for Candidacy Exams.
	*9	Last Date for a December Graduate to Pay Thesis Fees and to Activate Diploma Card in Registrar's Office.
	*12	Last Date for a December Graduate to Deliver Doctoral Thesis to Committee.
	*14	Last Date for Informing Chairman of Titles of the three Master's Essays for Students intending to graduate in December -- Form 31.
	*14	Last Date for English 600 Students to be assigned thesis Directors -- Form 24.
	14	Written Foreign Language Examinations (Other than French) for Advanced Degree Candidates.
	*19	Last Date for Final Oral Doctoral Examination for December Graduates.
	*19	Last Date for a December Graduate to Deliver Master's Thesis or Paper to Advisor.
	21	Last Date for notifying Chairman of Intention to take new Doctoral Comprehensive Exam this term and for naming candidate's fields.
	23	Last Date for advisers to deliver M.A. theses to head of the department.
	26	Written French Language Examination for Advanced Degree Candidates.
Oct. 28-Nov. 1		Candidacy Exams
Nov.	2	Last Date for a December Graduate to Deliver Thesis to Graduate School Office and for Departments to Certify Completion of Required Papers.
	4	Last Date for notifying secretary of intention to take Old or New Master's Exam.
	16	Last Date for a December Graduate to Rent Cap, Gown, and Hood Locally.
	18-22	New Doctoral Comprehensive Exam.
	18	A.M. Medieval; P.M. Renaissance
	19	A.M. 17th Century British; P.M. 18th Century British
	20	A.M. 19th Century British; P.M. 20th Century British.
	21	A.M. Amer. Lit. to 1836; P.M. Amer. Lit. 1836-1912
	22	A.M. Amer. Lit. since 1912; P.M. Minor

* Special attention is called to these critical dates.

Nov.	23	Old and New Master's Exams.
	23	Last Date for Submitting a Petition to Graduate in Absentia in December.
	25	Last Date for Master of Education Students to get Chairman's approval for Master of Education Essays - Form 31.
Dec.	2	Last Date for taking Old Doctoral Comprehensive Exam.
	2	Fall Classes End.
	3-5	Final Examinations
	7	Commencement.

DEPARTMENT OF ENGLISH

Graduate Calendar of Events

Winter Term 1969

January	2-4	Advising
	3-4	Winter Term registration.
	3-4	Oral examination in Foreign Languages for Advanced Degree candidates.
	6	Winter Term classes begin.
	6	Last date for registering with Foreign Language Departments for written language examinations.
	13	Last date for submitting list of books (25) for candidacy exam.
	15	Last date for adding courses to approved schedules.
	20	Last date for selection of 15 books for candidacy exams.
	*22	Last date for a March graduate to pay thesis fees and to activate diploma card in Registrar's Office.
	*25	Last date for a March graduate to deliver Doctoral Thesis to Committee.
	*25	Last date for informing Chairman of titles of the three Master's Essays for students intending to graduate in March - Form 31.
	*25	Last date for English 600 students to be assigned thesis Directors -- Form 24.
	27	Written Foreign Language examinations (other than French) for Advanced Degree candidates.
February	*1	Last date for Final Oral Doctoral examination for March graduates.
	*1	Last date for a March graduate to deliver Master's Thesis or Paper to Advisor.
	1	Written French language examination for Advanced Degree Candidates.
	3	Last date for notifying Chairman of intention to take new Doctoral Comprehensive exam this term and for naming candidate's fields.
	5	Last date for Advisors to deliver M.A. theses to Head of the Department.
	10-14	Candidacy exams.
	15	Last date for a March graduate to deliver thesis to Graduate School Office and for departments to certify completion of required papers.
	17	Last date for notifying secretary of intention to take old or new Master's Exam.
	24-28	New Doctoral Comprehensive exam.
	24	A.M. Medieval; P.M. Renaissance
	25	A.M. 17th Century British; P.M. 18th Century British
	26	A.M. 19th Century British; P.M. 20th Century British
	27	A.M. Amer. Lit. to 1836; P.M. Amer. Lit. 1836-1912
	28	A.M. Amer. Lit. since 1912; P.M. Minor.
March	1	Last date for a March graduate to rent cap, gown and hood locally.
	1	Old and new Master's exams.
	8	Last date for submitting a petition to graduate in absentia in March.
	10	Last date for Master of Education students to get Chairman's approval for Master of Education essays -- Form 31.
	15	Last date for taking old Doctoral Comprehensive exam.
	15	Winter Term classes end.
	17-19	Final examinations.
	22	Commencement.

* Special attention is called to these critical dates.

DEPARTMENT OF ENGLISH

Graduate Calendar of Events

Spring Term 1969

March	25-28	Advising
	26-28	Spring Term Registration
	26-28	Oral Examination in Foreign languages for advanced degree candidates.
	31	Spring Term classes begin.
	31	Last date for registering with Foreign Language Departments for written language examinations.
April	7	Last date for submitting list of books (25) for Candidacy Exam.
	9	Last date for adding courses to approved schedules.
	14	Last date for selection of 15 books for Candidacy exams.
	*16	Last date for a June Graduate to deliver Doctoral thesis to Committee.
	*16	Last date for informing Chairman of titles of the three Master's Essays for students intending to graduate in June -- Form 31.
	*16	Last date for English 600 students to be assigned thesis Directors -- Form 24.
	*19	Last date for a June graduate to pay thesis fees and to activate diploma card at Registrar's Office.
	19	Written French Language Examination for Advanced Degree candidates.
	21	Written Foreign Language Examinations (other than French) for Advanced Degree candidates.
	*26	Last date for Final Oral Doctoral Examination for June graduates.
	*26	Last date for a June graduate to deliver Master's Thesis or Paper to Advisor.
	28	Last date for notifying Chairman of intention to take new Doctoral Comprehensive Exam this term and for naming candidate's fields.
	28-May 2	Candidacy exams.
	30	Last date for Advisors to deliver M.A. theses to Head of the Department.
May	10	Last date for a June graduate to deliver thesis to Graduate School Office and for Departments to certify completion of required papers.
	12	Last date for notifying secretary of intention to take old or new Master's exam.
	24	Last date for a June graduate to rent cap, gown, and hood locally.
	26-30	New Doctoral Comprehensive Exam.
	26	A.M. Medieval; P.M. Renaissance
	27	A.M. 17th Century British; P.M. 18th Century British
	28	A.M. 19th Century British; P.M. 20th Century British.
	29	A.M. Amer. Lit. to 1836; P.M. Amer. Lit. 1836-1912
	30	A.M. Amer. Lit. since 1912; P.M. Minor
	24	Old and New Master's Exams.
	31	Last date for submitting a petition to graduate in absentia in June.
June	2	Last date for Master of Education students to get Chairman's approval for Master of Education essays -- Form 31.
	7	Last date for taking old Doctoral Comprehensive exam.
	7	Summer classes end.
	9-11	Final examinations.
	14	Commencement.

* Special attention is called to these critical dates.

On February 18, 1964, the Graduate Faculty of the University voted to "change the...grading system to one having three grades carrying graduate credit: A (4), B (3), C (2) (grade points given in parentheses) and two grades with no graduate credit: D (1), and F (0), of which D is the normal failing grade, and F implies an adverse judgment relative to the student's potential for further graduate study. These grades apply to 400, 500, and 600-level courses. (There is no change in the use of R for 600 and 610)."

At the same time the Faculty voted to "require a minimum grade average of 3.0 earned at this University for admission to the comprehensive doctoral examination and/or for receiving any graduate degree."

In response to this new situation, whereby a condition of ineligibility exists for a graduate student with less than a 3.0 average, the Graduate Faculty of the Department of English has instituted the following procedures governing probation and termination of admission to graduate work in English at the Pennsylvania State University:

1. The department recognizes that the commitment of students to graduate study involves adjustment of their plans in terms of the academic year. Therefore, except in extreme cases, students should not be disqualified for further graduate study on the basis of less than one year (three terms) of half-time or full-time course work.

NOTE: "Summer" students, who do not suffer the dislocation of other students, may, when the occasion demands, be appraised on the basis of a shorter period of study.

2. Any student whose grade-point average falls below 2.8 will be notified by the departmental office that he is on probation.

3. Any students who is on probation for three terms must be denied further access to graduate courses in the Department of English at Penn State.

4. The Head of the Department, acting in consultation with the graduate advisers, may (1) suggest or (2) require withdrawal from further graduate work in English at Penn State when, although the student has been on probation for fewer than three terms, the prognosis of ultimate failure can be thoroughly justified.

For your information, grades under the new system are interpreted as follows:

A (4.0) = Graduate work of superior quality.
B (3.0) = Graduate work of acceptable quality.
C (2.0) = Graduate work of unacceptable quality, but warranting a trial period. Three C's would normally be terminal.
D (1.0) = Graduate work of unacceptable quality, with a vote against a trial period. Two D's would normally be terminal.
F (0.0) = Graduate work of unacceptable quality, with an emphatic vote for denial of the right to further graduate study. Normally, one F would be terminal.

THE DEPARTMENT OF ENGLISH

Requirements for the Degrees of Master of Arts and Master of Education

The Department of English offers programs leading to the degrees of Master of Arts and Master of Education. For either degree the student must complete a minimum of 30 credits and pass an examination on English and American literature. The examination is given once each term. The degree of Master of Arts is especially recommended for those who contemplate becoming candidates for the Ph.D. The department reserves the right, however, to stipulate that the Master's degree is "terminal" -- that is, that the student may not go on to work for the doctorate in the field at Penn State.

A program for the Master of Arts degree requires a minimum of 30 credits and consists of a major and, if the student chooses, either a minor or a group of general studies. A minor consists of no fewer than 6 credits of integrated work in one field related to but different from that of the major. A general studies group consists of no fewer than 6 credits in fields (other than that designated as the major field) considered by the major department to have significance and value for the candidate.

The program requires the equivalent of at least one academic year (three terms), and may be met by full-time residence, part-time work, attendance in the summer terms only, or by any combination of these. Many students find that adequate programs leading to the master's degree involve considerably more than 30 credits and required more than one year's work: the department reserves the right, however, to direct a student to finish any unsatisfied requirements within a specified time. Ten credits earned in residence at another approved institution or in the off-campus classes of The Pennsylvania State University may, under certain conditions, be offered in partial fulfillment of the requirements. All requirements, whether satisfied here or elsewhere, must be met within six years, or a period spanning seven consecutive summers.

The Master's examination is a three-hour written examination based on an announced list of primary works of British and American literature compiled annually by the Department.

For the degree of Master of Arts, demonstration of a reading knowledge of one foreign language is required. Foreign language examinations are administered once each term by the appropriate language departments of the University. For the Master's degree in English the following languages are regularly accepted: French, German, Russian, Italian, Spanish, Latin and Greek. Other languages must be approved by the department.

In addition, a Master of Arts candidate must submit a thesis in either one of the two following forms: (1) Three substantial essays, developed in connection with graduate English courses at Penn State, bound together in consistent format, and approved by the department, each demonstrating capacity to describe a serious intellectual experience adequately in writing, and ability to formulate and state meaningfully the results of a scholarly investigation, or critical analysis, of a literary problem. The subject of one essay will be drawn from Medieval or Renaissance literature, a second from post-Renaissance British literature, and a third from American literature. Under this plan, 3 credits on the 600 level are granted. (2) A thesis, demonstrating an ability to do independent research, and competence in scholarly exposition, on some suitable literary topic. Under this alternative, 6 credits are required. In either case the work submitted must conform to regulations of the Graduate School as laid down in its Thesis Information Bulletin.

A Master of Education candidate must present 6 credits in Education for his minor. He is not required to pass a foreign language examination or write a thesis. However, he must present one essay which satisfies the conditions specified under (1) above, a copy of which is to be filed with the department.

The following table lists the basic requirements for the two degrees:

	Credits in English Courses	Credits in Minor Courses (Optional)	Thesis	Language Exam.	Comp. Exam.	Total Credits
Master of Arts						
(1)	27	No Minor	3 Essays 3 Credits	Yes	Yes	30
(2)	24	No Minor	1 Thesis 6 Credits	Yes	Yes	30
(3)	21	6	3 Essays 3 Credits	Yes	Yes	30
(4)	18	6	1 Thesis 6 Credits	Yes	Yes	30
Master of Ed.	24	6	1 Essay 0 Credits	No	Yes	30

For either degree, not more than 12 credits of courses at the 400 level are permitted.

All students are expected to assume full responsibility for knowing these requirements, the regulations and pertinent procedures of the Graduate School as set forth in its annual Catalog, the Manual for Graduate Students, and the Thesis Information Bulletin. Nothing in the English departmental requirements should be understood to supersede any regulation of the Graduate School.

A word on admissions: The Graduate School requires, as a general rule, that a student have maintained during his junior and senior years a minimum grade point average equivalent to 2.5 on the Penn State grading scale. The English Department gives preference, however, to those with somewhat higher averages. Experience shows that undergraduates who do not have training in a suitable foreign language must have unusual promise in order to expect to earn the M.A. within a reasonable time.

M.A. candidates who exercise the option of doing 3-papers may receive up to 3 credits of English 600 under the following conditions:

1) the credits will count as part of the student's regular load, 2) in any term the student chooses, he can elect from 1 to 3 credits, for a maximum of 3; 3) to avoid mixed virdicts, the grade for all of these credits will be a permanent "R", and for purposes of expedience these grades will more or less automatically be taken care of by the Chairman of Graduate Studies.

THE PENNSYLVANIA STATE UNIVERSITY

Department of English

Master's Examination Reading List

Fall 1968 through Summer 1969

AREA I:

Chaucer: Canterbury Tales (The General Prologue and The Franklin's Tale)

Spenser: The Shepheard's Calendar

Shakespeare: Hamlet

Donne: Songs and Sonnets; Holy Sonnets

AREA II:

Milton: Paradise Regain'd

Jonson: The Alchemist

Wycherley: The Country Wife

Pope: An Essay on Man

Sterne: Tristram Shandy

AREA III:

Jane Austen: Persuasion

Wordsworth: Preface to the Lyrical Ballads, The Prelude, I, II, III, IV, 137-90, 231-338, V, 1-165, 293-545, VI, 322-778, VII, 619-771, VIII, 340-437, 476-494, 608-687, X, 236-480, XI, 206-470 XII, XIII, 279-378, XIV.

Byron: Don Juan

Browning: "Cleon", "Caliban on Setebos", "Epistle to Karshish"

Dickens: Bleak House

Hardy: Jude the Obscure

Shaw: Man and Superman

Yeats: The Tower

AREA IV:

Emerson: Nature, "The American Scholar," "Divinity School Address," "The Poet," "The Transcendentalist," "Experience"

Melville: Billy Budd, Foretopman, "Benito Cereno," "Bartleby the Scrivener"

Dickinson: "Because I could not stop for Death," "There's a certain slant of light," "What soft cherubic creatures," "A Root of Evanescence," "After Great Pain," "Safe in their alabaster chambers," "The Soul selects her own society," "A Bird came down the Walk," "A Narrow Fellow in the Grass," "I heard a fly buzz when I died".

Faulkner: Light in August

Eliot: Four Quartets

This list will be in effect for the Fall Term 1968 and Winter, Spring, and Summer Term 1969. Students are responsible for all 18 titles; emphasis will fall on the works themselves, and on their place in literary history.

Copies of this list are available from the Departmental Secretary, and a sample examination is available in the Department Office.

Periods: I, Medieval and Renaissance; II, 17th-18th Centuries; III, 19th-20th Centuries, British; IV, American.

hja/ corrected 5/2/68.

Form 25

Request for Minor

Date:

To:

From:

_____, candidate for the degree of M.A. M.Ed. Ph.D. D.Ed. in English, has expressed a desire to minor in _____. If he/she is acceptable for the minor, please fill in the attached form -- or your departmental form -- and return to me.

Robert W. Frank, Jr.
Chairman, Graduate Studies
in English.

Date:

To: Chairman, Graduate Studies in English

From:

The Department of _____ will accept _____ as a minor in _____ _____ working toward the _____ degree. The Department is assigning _____ as his/her advisor, and suggests that the student take the following courses:

_____ _____

_____ _____

_____ _____

_____ _____

Signed:_____

Form 24

Thesis Director Request

Date: _____

To: Chairman of English Graduate Studies:

I wish to write Three Papers _____

A Thesis in the Area of _____

A Dissertation in the Area of _____

Signature: _____

Department of English

Request for Thesis Assignment

Date: _____

To: _____

_____ would like to confer with you about his thesis research toward the M.A. Ph.D. D.Ed. degree. He proposes to work in _____

_____

and expects to receive his degree in _____ 19____.
(Tentative Date)

Form 24 (cont'd)

Thesis Director Request (Cont'd)

Please fill in appropriate spaces

Date: _____

To: Chairman of Graduate Studies

I will direct this student's thesis on _____
tentative topic

I do not wish to direct this student's thesis for the following reasons:

I recommend that this student confer with _____

who is interested in the field indicated above.

_____
Signature

Form 31

Name _____ Date _____

M.A. Thesis

Director _____

Title _____

Three Paper Thesis: Titles

Medieval-Renaissance: Director: _____

Short Title: _____

Long Title : _____

_____

Post Renaissance: Director _____

Short Title: _____

Long Title : _____

_____

American: Director _____

Short Title: _____

Long Title : _____

_____

M.Ed. Essay

Title: _____

Director: _____

Approved by: _____

Departmental Approval _____ Date _____

To: All candidates for the M.A. degree in English

From: H. T. Meserole

Because there has been some confusion about the format of the title-page for the three-paper M.A. thesis, it seems wise to spell out here, again, the specifics involved.

1. Each three-paper thesis must have a single, inclusive title on the title-page (e.g. "Three Studies in Fiction /or Poetry, or Drama, etc./"; or "Three Studies in English"; or "Essays in Criticism"). Some thought about your particular group of three papers will no doubt produce a better single title than any offered here, but you may use these offered here, or modifications of these, if you wish.

2. The single, inclusive title is then followed by the group of three <u>short</u> titles (3-5 words each) of the three papers. Type each title on a separate line below the single inclusive title. Do not use the full title of each essay, which appears on the first page of the particular essay, as your short title for the title page of your thesis unless it is already a short title (e.g. "Faulkner's <u>The Bear</u>" would suffice for both the regular essay title and the short /title page/ title, but "Rage for Order: Attitudes in Modern American Criticism of Edward Taylor" must be shortened for the title-page to something like "Recent Taylor Criticism").

3. A sample title-page for a three-paper M.A. thesis is appended.

If you are in doubt as to how to handle your particular situation, you should consult one of the graduate advisory committee (Messrs. Frank, Gidez, Meserole, Sams, Young) for assistance well in advance of deadline dates for submitting final copies of theses.

HTM/pjl

The Pennsylvania State University

The Graduate School

Department of English

THREE STUDIES IN ENGLISH:

King Lear

Wordsworth and Coleridge

The Sound and The Fury

A Thesis in

English

by

Byron Shelley

Submitted in partial fulfillment of the

requirements for the degree of

MASTER OF ARTS

June 1968

Approved:

I. _____ _____
(Academic title of advisor of 1st paper)

II. _____ _____
(Academic title of advisor of 2nd paper)

III. _____ _____
(Academic title of advisor of 3rd paper)

_____ _____
Head of the Department of English

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Notes for Preparing

ALTERNATE MASTER OF ARTS THESES

1. There should be continuous pagination throughout, including appendices, etc., which are not normally numbered. (Page numbers appear, unpunctuated, in the upper right corner.)

2. Papers should be arranged as follows: British 1, British 2, American.

3. There should be no introduction or conclusion, no chapters.

4. The first page of each essay should include I (II, III) at top; under it center full title in full caps; text begins three spaces under title, page number bottom center.

5. Bibliographies for each essay at the end of each paper.

6. Notes for each essay at bottom of the page, and numbered anew for each essay.

7. The title that appears on the title page is to be a "short title," that is, a title so concisely worded that it can be printed on the cover of the thesis, in the list of theses in Publications and Research, and on the library entry card. See example above.

8. All other matters to be handled in the usual way: see Thesis Information Bulletin and MLA Style Sheet and follow directions rigorously.

Application to Continue for Ph.D.

NOTICE TO ALL M.A.-M.ED. CANDIDATES

The following procedure has been adopted by the English Graduate Faculty and becomes effective immediately:

Students completing their work for the Master's degree who are interested in continuing their work for the doctorate at Penn State must make formal application in writing to the Head of the Department of English for permission to continue. This application will normally be submitted before the end of the term in which the student takes his Master's comprehensives; however, the department may decline to respond to a petition until after the student's thesis has been approved.

Formal action will be taken on the application, granting or denying permission to continue toward the doctorate, and the student will be duly notified.

Permission to proceed toward the doctorate will of course be cancelled by unsuccessful performance on the Candidacy Examination.

I shall be glad to answer any questions students may have concerning this procedure.

Robert W. Frank, Jr.

DOCTORAL PROGRAMS: Graduate School Requirements

The requirements for the doctorate established by the Graduate School cover formal admission to candidacy, the comprehensive examination, a dissertation and a final oral examination on the dissertation, residency, and credits. The first three requirements are essentially the same for all doctoral programs:

1. Candidacy

   a. A degree graduate student may, with the approval of his major department, take an examination for admission to candidacy for a Doctor of Philosophy Degree after having earned a minimum of twelve (12) course credits of graduate work (earned at University Park or earned elsewhere and transferred here) beyond a baccalaureate. He must take the examination not later than the third term for which he has registered after earning twenty-four (24) credits of graduate work.

2. Comprehensive Examination

   a. A candidate may take the comprehensive examination when (a) he has substantially fulfilled the course requirements set by his major department; (b) he has met the foreign language requirements; (c) and in the judgment of the advisors he is ready for the examination. (Item (b) does not apply to D.Ed. candidates, who do not have a foreign language requirement.)

3. Dissertation

   a. A dissertation is required of all doctoral candidates. Acceptance of the dissertation is determined by a final oral examination on the dissertation administered by a committee of no fewer than five members of the Graduate Faculty, one of whom must be from outside the department, representing either the minor field or the Graduate School.

   (N.B. For all graduate degree programs, a grade point average of 3.00 is required for graduation. In addition, all requirements for a doctorate must be completed within seven years after admission to candidacy.)

The other requirements of the Graduate School differ, depending on the specific program:

Doctor of Philosophy

New requirements for the Ph.D.:

New requirements for the Ph.D. went into effect in the Fall Term of 1967 and apply to all graduate students entering on or after that date. They also apply to all graduate students who, by the end of the 1967 Summer Term, had earned 45 or fewer graduate credits applicable toward degree requirements. Students with more than 45 graduate credits at that time wishing to work under the new requirements should consult a graduate advisor.

The new requirements affect residency and credits:

1. Residency

Over some twelve-month period during the interval between admission to candidacy and completion of the Ph.D., the candidate must spend at least three terms (which may include the term in which the candidacy examination is taken) as a registered student during which time he is engaged in full-time academic work* on the University Park campus and is certified by his department as devoting half time or more to graduate studies and/or thesis research to meet his degree requirements.

2. Credits

Under the new Ph.D. requirements, there is no required minimum of total credits, or of course credits, or of dissertation credits for the Ph.D. After a Ph.D. candidate has passed his comprehensive examination and has met the three-term, full-time academic requirement, he no longer will be required by the Graduate School to register for credit. He shall, however, maintain his student status by registering continuously (at least three terms per calendar year) and paying the new special Dissertation Fee for work on his thesis without credit, until his thesis is accepted. The regular tuition charge will be added for any course taken for credit or audit. Failure to register continuously will automatically terminate candidacy for the degree. To reinstate candidacy, the student must be readmitted by the Graduate School and pay the special Dissertation Fee for the terms past due.

Under the new requirements, the schedule of special Dissertation Fees is as follows:

a. $75.00 per term for Ph.D. candidates who have passed the comprehensive examination, and have met the three-term, full-time academic requirement, and plan to use University facilities and/or faculty services while completing their thesis research. They would register for 601.

b. $25.00 per term for Ph.D. candidates who have passed the comprehensive examination and have met the three-term, full-time academic requirement but are off campus and require little or no faculty service in the completion of their thesis research. They would register for 611.

* Academic work, for purpose of this statement, includes registration for credits, instruction by the student, research by the student (for himself or others), assistance by the student in classroom or laboratory instruction; and, on occasion, may include work for a particular degree in Counselor Education). A student registered for 8 or more credits is, ipso facto, engaged in full-time academic work.

Old Requirements for the Ph.D.:

1. Residency

At least 30 credits must be earned in residence at the University Park Campus. For a period of three terms, two of which must be consecutive, the Ph.D. candidate must limit his work load to half-time at most, the balance of his time being devoted to graduate study.

2. Credits

A minimum of three academic years of full time graduate study and research, or their equivalent in credits (i.e., 90 credits), is required for a doctor's degree.

Of these, a minimum of 60 credits must be in course work, and minimum of 15 credits must be dissertation credit (600 or 610). The remaining 15 credits may be distributed as the student's needs determine between course credits and dissertation credits.

Doctor of Education in English

Requirements for residency and credits for the D.Ed. are the same as Old Requirements for the Ph.D. (see above).

In addition, a D.Ed. candidate is required to have a minor of 15 hours in some field of education.

N.B. There is no foreign language requirement for the D.Ed.

DOCTORAL PROGRAMS: Department of English Requirements

The Graduate School is responsible for administering the requirements relating to residency and credits. The Department of English is responsible for administering the other requirements of the Graduate School, and, in addition, requirements established by the Department for the doctorate. The requirements under its jurisdiction are a) candidacy, b) foreign language proficiency, c) philology, d) minor (optional), e) comprehensives, f) dissertation, and g) final oral on the dissertation.

Doctor of Philosophy in English

Candidacy

Formal admission to candidacy for the doctorate in English is achieved by successful performance in an oral examination. The student will normally schedule the examination at about the time he has earned a total of 30 credits (including his work for the master's degree and work done elsewhere for which graduate credit has been granted at Penn State). A student transferring from another graduate school with 30 or more transfer credits must take his examination before he has earned more than 10 credits here. A student may not schedule his candidacy examination before he has completed all requirements for the master's degree.

No later than the second Monday of the term in which he plans to take the examination (see the Term Calendar for precise dates) the student should submit to a graduate advisor a preliminary list of twenty-five titles, which, after consultation with the advisor, he will cut to fifteen. This list will be submitted by the advisor for Departmental approval. The titles should be "primary" literary works of high quality and should reflect in genre and historical coverage, the full range of his work to date. The examining committee will address its questions to the books on the student's list.

(For additional information concerning the examination, see "Candidacy Examinations," in this Handbook, below.)

Foreign language proficiency

The Graduate School now delegates the responsibility for a foreign language requirement to the individual departments, subject to its approval. The Department of English accepts either of the following forms of foreign language proficiency as meeting the requirement:

1. A reading knowledge of two foreign languages, determined by examinations administered by the appropriate language departments of the University. The examinations are scheduled once each term, with preliminary registration required by some departments. (See Term Calendar for precise dates.) The Department of English will accept for this requirement French, German, Russian, Latin, and Greek. It will accept other languages where relevance to the research interests of the student can be established.

2. Reading, writing, and speaking knowledge of one foreign language, determined by examinations and interviews administered by the appropriate language departments of the University. The Department will accept most modern foreign languages for this requirement, but reserves the right of refusal in specific instances.

Philological Requirement

The departmental philological requirement can be met in any one of three ways: 1) by demonstration of a competence in philology; 2) by a demonstrated command of the principal modes of linguistic analysis; 3) by the demonstration, to an expert in the language chosen, of a professional linguistic and literary competence in an acceptable foreign tongue. Either 1) or 2) may be satisfied by special examination or by successful completion of three courses selected with approval of the department.

Minor

The minor is optional. Ph.D. candidates may take a minor of 9 to 15 credits in an area other than English. For an official minor (one which will appear on the transcript), the Graduate School requires 15 credits. D.Ed. candidates must choose a minor of no fewer than 15 credits in some field of education and must schedule this minor field as one field in their doctoral comprehensives.

Comprehensive Examination

The comprehensive examination is a written examination scheduled once each term. For the purposes of this examination English studies are divided into four groups, each separated into "fields," as follows:

1. Medieval English Literature or Renaissance English Literature

2. 17th-Century British Literature or 18th-Century British Literature

3. The Romantic Movement and 19th Century in England or British Literature since 1900

4. American Literature to 1836 or American Literature 1836-1900 or American Literature since 1900.

Each candidate must choose five fields in which he elects to be examined one of which may be a minor. He may elect to be examined in the field most nearly corresponding with that of his doctoral dissertation. He must elect one field from each of the four groups.

The candidate must file with the Department statement of the five fields he elects to be examined in no later than the end of the third week of the term in which he is to be examined. (Consult Term Calendar for precise dates.)

The examination is scheduled in three-hour periods, 9:00 A.M. to 12:00 P.M. and 2:00 P.M. to 5:00 P.M., on five successive days, each candidate appearing for examination only in the fields he has chosen. On the afternoon of the fifth day candidates electing a minor will be examined in their minor fields.

Sets of questions from past comprehensive examinations are on file in the Departmental office and may be consulted at will by any student who has been admitted to candidacy for the doctoral degree.

Dissertation

The doctoral dissertation is required of every candidate as a demonstration that he has: 1) Mastered the techniques of precise, comprehensive investigation of literary, historical and bibliographical questions; 2) developed a high order of skill in expository English prose; 3) mastered a particular body of literary material of sufficient extent and difficulty to require sustained and disciplined thought. It is recommended that the dissertation topic be chosen as early as possible, but that work on the dissertation be deferred until after the student has passed the comprehensive examination. The student is encouraged to discuss possible topics with members of the faculty and, after consultation with the graduate advisors and interested faculty, to select by mutual agreement a dissertation advisor. This will normally be a member of the graduate faculty in whose special field the subject of the dissertation falls. He will direct the student throughout the course of his work on the dissertation.

The student and the dissertation advisor should agree on a dissertation committee, consisting of the advisor and four other members of the graduate faculty whose special fields or interests bear some relation to the topic of the dissertation. Approval of the topic by all members of this committee and by the director of graduate studies is required for formal acceptance of the dissertation topic. This approval should be obtained before the student begins serious work on the dissertation.

Final oral examination on the dissertation

This examination is taken after the dissertation has been accepted in its final form by the advisor. The committee of the dissertation, with one member from outside the Department representing the minor field if there is one or the Graduate School, acts as the examining committee and examines the candidate on the dissertation. Satisfactory performance in this examination is necessary for final formal acceptance of the dissertation. This examination is announced in the Faculty Bulletin and is open to the public.

Doctor of Education

The requirements for this degree are identical with those for the Doctor of Philosophy, except that there is no foreign language proficiency or philological requirement. A minor of at least 15 credits in some field of education is required, and one of the five examinations in the comprehensives must be in this field.

All students are expected to assume full responsibility for knowing these requirements, the regulations and pertinent procedures of the Graduate School as set forth in its annual Catalog, the Manual for Graduate Students, the Thesis Information Bulletin and the English Graduate Handbook. Nothing in the English departmental requirements should be understood to supersede any regulation of the Graduate School.

Revised June 27, 1963; November 4, 1963; May 26, 1964; June 1, 1967; and May 29, 1968.

Department of English

Candidacy Examinations

To become a Candidate for the Degree of Doctor of Philosophy, the student must pass a Candidacy Examination. This is an oral test, of an hour's duration, based on a list of 15 books agreed upon by the student and the chairman of graduate studies, and selected from a list of 25 books submitted by the student. A student who wishes to pursue the doctorate should schedule the Examination as soon as is feasible after he has earned 30 graduate credits and before he has earned 40, or, in the case of a new student transferring from another graduate school, before he has earned more than 10 credits here.

The list of books should reflect the student's training and interests, subject to certain reservations. There should be some attempt at scope in both time and genre; in general the titles should come from English and American literature; all titles should be of "primary literary interest"--a phrase which is intended to exclude works of criticism and scholarship, as well as minor works (e.g., Richard II but not Two Gentlemen from Verona; A Portrait of a Lady but not Watch and Ward). A group of shorter works (e.g., short stories, poems, essays) counts as "one book."

Although the questions are directed essentially to the student's understanding of the text, he should be prepared to deal as well with other matters. For example, he should be able to "place" the work in the author's career, and he should be aware of important and well-known critical and textual problems where they exist.

The purpose of the Examination is to allow the faculty to assess the student's ability to do successful doctoral work. The examining committees are comprised of the head of the department, the chairman of graduate studies, and three professors drawn in rotation from a roster of the graduate faculty. Anyone of three verdicts is possible: pass, fail with an invitation to re-examination, fail. A few days after the Examination, the chairman will discuss in detail the strengths and weaknesses of the student's performance with him.

Form 26

Request for Approval of Topic for Doctoral Dissertation

(Submit, typed, in duplicate)

Name: _____ Date: _____

To Proposed Director:

Proposed Topic:

Justification of Topic:

Existing Scholarship on the Topic (Including work done by the student, if any):

Resources for Research at Penn State:

Resources for Research elsewhere, with plans for use:

_____
Signature

(Over)

Form 26 (cont'd)

To: Chairman of Graduate Studies:

I will direct this student's dissertation on

_____
(topic)

I do not wish to direct this student's dissertation for the following reasons:

_____
Signature of Proposed Director

Committee: 1) 2) 3)

4) 5)

Approved	Disapproved (see attached letter)
1)	1)
2)	2)
3)	3)
4)	4)
5)	5)

Approved: _____
Chairman of Graduate Studies

Form 32

Request for Special Research Project

(English 590/591/598)

To: _____ Date: _____

_____, M.A. M.Ed. Ph.D. D.Ed. candidate in English wishes to work on a special project _____ _____during the _____term, 196__. He will enroll in English 590/591/598 for _____ credits. Since the project is in your area of interest, it would be appropriate for you to direct this research. Please indicate your decision below and return to me promptly.

Robert W. Frank, Jr.
Chairman of English
Graduate Studies

Check one:

I am willing to supervise the project listed above _____.

I do not wish to supervise the project listed above _____.

Date: _____ _____
(Signed)

PATTERN OF ASSIGNMENTS FOR GRADUATE STUDENTS

A graduate assistantship is regarded as a period of training as well as a period of service. For that reason, a pattern of assignments has been established which the graduate assistant will normally follow.

In his first term the assistant will be assigned to a Master Teacher's section of English 1 (the first term of Freshman English), together with three or four other assistants. He will be assigned to a section of 30 students and will be responsible for the teaching, making of assignments, reading of papers, and grading of papers and exams for the section. He will work under the supervision of the Master Teacher, who will visit his class and will review with him his classroom performance, assignments, paper reading, grading, and any other relevant matters.

In his second term, the assistant will be assigned to a Master Teacher's section of English 3 (the second term of Freshman English).

If by the conclusion of his initial assignments to Master Teachers' sections in English 1 and 3 the assistant is adjudged sufficiently prepared to take complete responsibility for teaching independently, he will be eligible thereafter for assignment to a regular section of English 1 or English 3. If not, he may be given further assignments to Master Teachers' sections. Under no circumstances will an assistant be allowed to do independent teaching until he has acquired professional classroom experience and demonstrated professional competence.

Assistants may also be assigned to an instructor in a large lecture course where he will grade quizzes and examinations. He will attend the lectures, take attendance if it is required, do the reading for the course, and keep office hours for conferences with students. He may or may not be asked to lecture once or twice in the course.

Assistants may also be given research assignments. In these, the assistant is assigned to a member of the department engaged in research work to do library checking, bibliographical work, and similar duties. Research assignments may be made at any time in an assistant's career; they follow no pattern and may interrupt the pattern described above.

This program is designed for the progressive training of the assistant and should equip him with useful teaching and other professional experience.

DEPARTMENT OF ENGLISH

GRADUATE ASSISTANT ASSIGNMENT

To: _____

Your assignment for this term is listed below. You are reminded that departmental recommendations depend in part on the manner in which you carry out your assigned duties. See the Departmental regulations on graduate assistantships (over).

¼ time * ½ time ** Other

1. Teaching _____.
2. Grading papers in _____.
3. Research on _____.
4. Other _____.

Please consult _____

as soon as possible for further instructions.

Richard B. Gidez

* ¼ time is defined by the Graduate School as approximately 10 hours per week.

** ½ time is defined by the Graduate School as approximately 20 hours per week.

Department of English

The Pennsylvania State University

GRADUATE ASSISTANTSHIPS

All graduate students are responsible for maintaining high standards in their own work as they advance toward their degrees.

In addition, graduate students who hold assistantships are members of the departmental staff and are responsible for prompt, accurate work in their service to the University.

It is the intention of the faculty that duties assigned to graduate assistants shall be a valuable phase of graduate instruction, through which students will become familiar with the details of university teaching, testing, and research.

Teaching assistantships are under the supervision of the appropriate course chairmen, and in general are avilable only to the most advanced graduate students. The duties involved are identical with those of a part-time instructor. Assistants assigned to master sections are under the direct supervision of the master teacher.

A grading assistantship is an assignment to a particular course and a particular instructor. In this assignment the graduate student is an assistant teacher in the course. He grades quizzes and examinations under the supervision of the teacher. He attends the class regularly unless he is specifically excused by the teacher. If he is not in command of the materials of the course, he familiarizes himself with them. He keeps regular office hours, at which time students may come in for consultation and advice on a basis clearly understood by both teacher and assistant teacher. He consults with the teacher at least once each week, preferably during the teacher's own office hours. By advance arrangement he may on occasion, and if both he and the regular instructor agree, teach a brief portion of the course under the instructor's direct supervision. In a 400-level course he will not be called on to teach or to grade other graduate students.

Research assistantships are assignments to work with members of the faculty on specified research projects. Various types of detailed assignments occur within such projects, but in general faculty members will not use graduate students to do work which is devoid of educational value.

A student is normally assigned to an instructor in any given course as a "quarter-time assistant"; the Graduate School stipulates that this assignment entails an <u>average</u> commitment of 10 hours per week. This total is interpreted to include the time spent attending classes, but not the time spent in reading course materials. Occasionally a student is assigned on a "half-time" basis; an <u>average</u> of 20 hours of work a week is then expected. It is assumed that both students and instructor will observe these ground rules.

Instructors who have assistants assigned them should bear in mind the graduate student's commitment to his own graduate courses, and should be willing to make reasonable allowances for the exigencies of this work. On the other hand, members of the graduate faculty should be aware of their students' commitments as assistants.

At the end of each term a short written report on the performance of his assistant is expected of each instructor. This report becomes a part of the student's total departmental record, on which departmental recommendations are made.

Form 28

Graduate Assistant Rating Sheet

It is very important, in assigning graduate assistants for next semester, that we have some estimate of their abilities from the instructors with whom they are currently working. Would you, then, at your earliest opportunity, complete the attached form and return to me certainly by _____ at the latest.

Richard B. Gidez

I. Name of student: _____

II. Term: _____

III. Assignment:

A. Master section _____ of _____ (course), _____ (section)

B. Grader _____ in _____ (course), _____ (section)

C. Research _____; Specify _____

_____

D. Other _____; Specify _____

_____

IV. How does this student compare with others who have done the same job for you in the past? _____

V. Would you like to have this student assist you again? _____

VI. Check appropriate ratings:

	Excellent	Good	Fair	Poor	No Opinion
1. Command of subject matter	___	___	___	___	___
2. Teaching ability	___	___	___	___	___
3. Grading competence	___	___	___	___	___
4. Dependability	___	___	___	___	___
5. Cooperation with students	___	___	___	___	___
6. Cooperation with you	___	___	___	___	___
7. Prospects for success in field	___	___	___	___	___

VII. Comments _____

VIII. How would you rate this student's over-all performance as a graduate assistant?

A B C D F

Date _____ Signature _____

Form 28

VII. Comments _____

VIII. How would you rate this student's over-all performance as a graduate assistant?

A B C D F

Date _____ Signature _____

Form 28

Form 29

TO: ENGLISH GRADUATE STUDENTS

Departmental policy for 1968-69 limits the number of graduate enrollments in English. You are reminded of the following regulations of the Graduate School: "All requirements for the master's degree, whether satisfied on the University Park Campus or elsewhere, must be met within six years of a period spanning seven consecutive summers." "All requirements for a doctor's degree must be met within seven years from the time of admission to doctoral candidacy." Therefore, I need to know your plans for next year. Please fill out attached form and return to me not later than 17 February 1969.

Henry W. Sams, Head
Department of English

Name _____

I do not plan to be in residence during 1969-70 _____

I plan to be in residence as indicated below:

Summer 1969 _____

Fall 1969 _____

Winter 1970 _____

Spring 1970 _____

I shall not be in residence but expect to take English 610 in _____ terms

I expect to complete work for my M.A. M.Ed. Ph.D. D.Ed. by _____ date

M.A. M.Ed. candidates only:

I plan to continue my work for the Ph.D. D.Ed. _____ yes _____ no

At Penn State _____.

Elsewhere _____.

Form 30

TO: GRADUATE ASSISTANTS

Consideration of candidates for graduate assistantships for 1969-70 will begin very soon. Please fill out the attached form and return to me not later than 3 February 1969. Although there is no guarantee of renewal, obviously present holders of assistantships will receive preferential treatment.

Henry W. Sams, Head
Department of English

REQUEST FOR RENEWAL OF GRADUATE ASSISTANTSHIP

Name _____

I do not wish to have my assistantship renewed _____

(Please mark X to indicate appointments you would accept. Mark XX for your preference.)

Please renew my assistantship as indicated: 1/4 ____ 1/2 ____ 3/4 ____

for

1. Fall term, 1969; Winter term, 1970, Spring term, 1970 _____
2. Fall term, 1969; Winter term, 1970 only _____
3. Fall term, 1969 only _____
4. Summer term, 1969 only _____

1 2 3

5. Summer term, 1969, in combination with 1, 2, 3 above _____
(please check)

I expect to complete work for my M.A. M.Ed. Ph.D. D.Ed. in _____
date

M.A. M.Ed. candidates only:

I plan to continue my work for the Ph.D. D.Ed. _____ _____
yes no

At Penn State _____. Elsewhere _____.

Revised 5-15-68

General Information

I. English Colloquium:

The English Colloquium, a regularly scheduled conference for the presentation and discussion of scholarly papers, is open to all English Department faculty, graduate assistants, and graduate students, both on the University Park Campus and at the Centers. The Colloquium meets two or three times each term usually on Tuesdays at 8:00 P.M. in the Nittany Lion Inn. The program for each meeting consists of a paper delivered to the group, followed by a period of open discussion -- and closing with a coffee hour. A special invitation is extended to graduate assistants and graduate students to attend and participate.

II. A catalogue of theses completed in the Department is available in the departmental office.

III. Mailboxes are in the Coffee Room, 235 Sparks. Graduate assistants have individual boxes. Several boxes in the lower right hand corner are provided for other graduate students. Students should periodically check their mailboxes.

Room 235 also serves as a Coffee Room open to all faculty and graduate students in English.

UNIVERSITY OF TENNESSEE

1. THE ENGLISH GRADUATE PROGRAM: A GENERAL DESCRIPTION

The Department of English at The University of Tennessee offers courses of study leading to the M.A., the M.A.C.T., and the Ph.D. degrees. Currently the number of students enrolled during the regular academic year is approximately 140, nearly all of them in residence. Each year approximately twenty-five students receive an M.A. and six receive a Ph.D. The graduate enrollment is well distributed nationally, northeastern and western as well as southern states being represented.

The Department is currently offering during each regular session about fourteen courses open to graduate students only (5000-6000 level) and about twenty courses open to both advanced undergraduates and graduate students (3000-4000 level). Altogether these courses represent the fields of English and American literature and the English language.

The 5000-level courses (with the exception of 5860, Introduction to Literary Research, and 5150, Introduction to Old English) are reading courses, designed especially for first-year graduate students to fill in gaps in their reading. These courses entail frequent quizzes but no papers and admit up to twenty students. The 6000-level courses are seminars, based on papers, reports and discussions, and limited to fourteen students. The Department feels that a relatively small group of students is essential for this type of course, in which the intensive study of a field is directed by a specialist in that field. In the 3000-4000-level courses, normally having enrollments of no more than thirty, graduate students do extra work, usually in the form of an extra research paper or problem.

The usual (which is also the maximum) number of courses taken by students who are not otherwise employed is four in the regular quarters and two in the summer. Those having assistantships take two or three in the regular quarters. Though allowed all possible freedom in the selection of courses, students are advised to take no more than two seminars during one quarter. They are also advised to scatter their courses as much as possible in order to cover the whole range of English and American literature, rather than to concentrate heavily on one period.

For the M.A. no particular courses, no demonstration of proficiency in foreign languages, and no minor are required, and the M.A. thesis is frequently an extended course paper. The M.A. degree should thus provide the student with a broad foundation in English, whether or not he continues graduate work. For the Ph.D. proficiency in two foreign languages and three courses in an area outside English are required. The Ph.D. dissertation is considerably longer than the M.A. thesis and represents more extensive research and criticism. In general, the M.A. can be secured in a year, the Ph.D. in about four years, and the M.A.C.T. in two years. The Department customarily reviews the student's record at the time he finishes his M.A. and makes a general judgment as to whether he should proceed to the Ph.D. This action is taken both to encourage those who should go on and to prevent loss of time and energy by those who should be advised otherwise.

The Master of Arts in College Teaching program, initiated in the fall of 1966, is especially designed for students who wish to teach in community, junior, and smaller four-year colleges. It provides both courses

and experience in teaching, as well as subject matter courses, and it does not require, though it accepts for credit, a thesis. It is anticipated that most students with this degree will begin teaching immediately in colleges, but the degree is in no way a terminal one. Students who complete the program will be well qualified to pursue the Ph.D. degree.

According to the Graduate School regulation, a student must maintain at least a B average to remain in school. The English Department expects students beyond the M.A. to maintain a better than B average.

During the University summer quarter, which consists of two sessions of six weeks each, the English Department usually offers two seminars, one or two 5000-level courses, and about six courses open to advanced undergraduates and graduate students. Since during this quarter both the offerings and the staff are necessarily limited, students are advised to plan most of their program in terms of the regular sessions. *Particularly is it advisable for a candidate who expects to receive his degree at the August commencement to have his thesis or dissertation virtually completed before the summer quarter and to confer with his committee in advance to be sure that the members will be available in that quarter.*

Under the Department's program of graduate and teaching assistantships, a large number of graduate students in English at The University of Tennessee receive financial assistance and also experience in teaching. Graduate assistants are assigned to individual faculty members to assist these professors in teaching and grading but do only a small amount of teaching themselves. Teaching assistants have entire charge of one or two classes. Graduate assistants who are candidates for the M.A. frequently become teaching assistants after they receive the degree and go on to study for the Ph.D. Thus they finish their course of study prepared to deal with some of the practical matters of the classroom as well as the subject matter of their choice.

Placement of graduates in professional positions is generally successful. Ph.D.'s are customarily hired as assistant professors and M.A.'s as instructors. The Department provides a list of prospective teachers, with indication of their special interests and qualifications, for institutions seeking new staff members. Ph.D. candidates have gone in recent years to Auburn University, Furman University, Louisiana State University, Texas Woman's University, Virginia Polytechnic Institute, and the Universities of Akron, Alabama, Kentucky, New Hampshire, and New Mexico.

The Hoskins Library of The University of Tennessee is rapidly approaching 1,000,000 volumes. The construction of a new undergraduate library within the next year or two will allow more space for the main book collection, with its various research resources. The Special Collections Room contains both rare books and manuscripts. Adjoining it is the Estes Kefauver Collection of the late Senator's papers. Among the particular collections of interest to students in English are the Bruce Collection of Arthurian materials, an extensive run of English periodicals, a large and varied collection of Americana—notably of early American novels, and microfilm and microcard series of early English and American publications. Among the literary manuscripts are those of several 19th and 20th century authors, including Joseph Wood Krutch, a Tennessee Alumnus. Graduate students may, by obtaining a stack card and having it signed by a member of the graduate committee, have a carrel in the stacks of the library.

3. ADMISSION

Students should address requests for permission to enter graduate study to the Dean of the Graduate School and return to him the "Application for Admission" form which they receive, together with a transcript of their academic record and their Graduate Record Examination Scores. If their academic record is incomplete at the time they apply, they should be sure to send the remaining portion of it as soon as possible. *No action is taken until the complete transcript and the GRE scores have been received.*

All these papers are forwarded by the Dean to a representative of the graduate committee of the English Department, who indicates on a "Permit to Enter" form that the student meets or does not meet the requirements for entrance. In any case, a copy of the Permit to Enter will be returned to the student. If he is accepted, he should bring this copy with him when he comes to register in the office of the Director of the Graduate Program in English.

To be accepted for graduate study in English, the student should in general have had twenty-seven quarter hours in English courses above the freshman and sophomore level with a better than B average and a B average in his other undergraduate courses. Students who have not had this much undergraduate English may be required to take and pass with a grade of B or better a designated number of undergraduate courses at the University before being admitted to graduate study. Admission is also dependent on satisfactory GRE scores.

If the student is applying not only for permission to enter graduate study but also for some kind of financial assistance (except for a University Non-Service Fellowship), he should also request application blanks from the Director of the Graduate Program in English. (To apply for a University Non-Service Fellowship, he should address the Dean of the Graduate School, as he did for permission to enter. See pp. 27-28 of this brochure for details about all types of financial aid available for graduate students in English.) He should then return the application blank (for a graduate assistantship, teaching assistantship, NDEA Fellowship, or M.A.C.T. Assistantship), *together with another copy of his GRE scores and three letters of recommendation* to the Director of the Graduate Program. It is particularly necessary that he send a second copy of his transcript and GRE scores, since the copies sent with the application for admission to graduate study remain in the office of the Dean of the Graduate School. The letters of recommendation are also important, particularly those which comment on the student's academic ability and most recent performance in English courses. Letters from instructors in other departments are somewhat less useful and letters from non-academic sources are practically useless. The student who is applying for financial assistance should also be reminded that *it is of the utmost importance that he have a complete file of his papers in the office of the Director of the Graduate Program as early as possible in order to compete properly with other applicants.* Since the deadline for these applications is February 20, it will be necessary for the student to take the Graduate Record Examination the preceding fall.

Copies of the Graduate School catalogue may be obtained from the Dean of the Graduate School. Copies of the brochure "Graduate Studies

in English at The University of Tennessee" may be obtained from the Director of the Graduate Program. Special inquiries about the Departmental program should also be addressed to the Director of the Graduate Program.

4. REQUIREMENTS FOR DEGREES

M.A.

1. A minimum of twelve quarter course (36 hours) beyond the A.B. degree. These will include:
   a. Four courses at the 6000 level.
   b. Four additional courses at the 5000-6000 level.
   c. Four courses for graduate credit at any level, including the 3000-4000 level.
2. A thesis, for which nine quarter hours credit is given. It will be written under the direction of a faculty member of the Department and approved by him and two other members; it should normally be between sixty and a hundred pages long.
3. A one-hour oral examination, conducted by the student's thesis committee. This examination will consist in part of a defense of the thesis but chiefly of questions covering the general history of English and American Literature, not merely the courses which the student has taken. A reading list of primary works designed to help him prepare for these questions is available in the office of the Director of the Graduate Program.

Ph.D.

1. Completion of a minimum of three academic years of resident graduate study (following the B.A.), at least one year of which, usually the last, must be at The University of Tennessee.
2. Completion of a program of study—normally nine full quarters at least—approved by the candidate's committee. This program will include:
   a. Twenty-seven quarter courses (eighty-one hours) in Literature and Language beyond the B.A. level divided as follows:
      (1) Twelve courses at the 6000 level.
      (2) Six additional courses at the 5000-6000 level including any three courses in Old English, Middle English, Chaucer, or the English Language.
      (3) Three courses (nine quarter hours) in some collateral field such as History, Philosophy, French, or other related disciplines.
      (4) Six additional courses at any level, including the 3000-4000 level.

b. Thirty-six quarter hours of dissertation. These represent the research for and writing of the dissertation. It will be directed by a faculty member of the Department and approved by him and three or four other faculty members, including one from a field other than English.
c. Successful completion with a grade of B of French 3010-3020-3030 and German 3010-3020-3030 at The University of Tennessee or the passing of written examinations in these languages. In certain very exceptional cases, as an aid in the student's area of specialization, his committee may recommend for the approval of the Graduate Council the substitution of another language for either French or German.
d. Written comprehensive qualifying examinations* in four areas of study, two to be chosen from each of the area-groups listed below. In the two areas of the six not chosen by the student, he must have passed with a grade of B two three-hour courses in each area, normally at the 5000-6000 level.

First Area Division:	(1) Old and Middle English Literature and Language
	(2) The Renaissance in England
	(3) Restoration and Eighteenth Century English Literature
	(4) Nineteenth Century English Literature
Second Area Division:	(5) American Literature to 1900 or 1915
	(6) Twentieth Century English and American Literature

e. A one-hour oral examination on the dissertation and related areas.

*These examinations are given twice a year, in February and in August.

M. A. C. T.

1. A minimum of seventeen quarter courses (51 hours) beyond the A.B. degree. These will include:
   a. At least three courses at the 6000 level.
   b. At least four courses at the 5000-6000 level.
   c. A maximum of eight courses at the 3000-4000 level.
   d. A tutorial course (three quarter hours) in the teaching of English.
   e. A seminar (three quarter hours) in college teaching.
2. A thesis, for which nine quarter hours credit is given. It will be of the same nature as the M.A. thesis. Instead of a thesis, three additional courses at the 6000 level may be taken.
3. One fourth time teaching for three quarters under the supervision of a faculty member of the Department.
4. A one-hour oral examination, conducted by the student's thesis or advisory committee. It will be of the same nature as the M.A. oral examination.

SUGGESTED SCHEDULES FOR GRADUATE STUDENTS HAVING AN ASSISTANTSHIP*

1st Year

M.A. Candidate

	Fall	Winter	Spring	Summer (1)	Summer (2)	Hours
3000-4000				2	1	6
5000**	1	1	1			6
6000***	2	2	2			18
Assistantship						

By the spring quarter *at the latest* the student should have his thesis topic approved by his director, his committee selected, and a considerable amount of the thesis written. He should register for 5010 at least, leaving perhaps 5020 and certainly 5030 for later.

He should take the oral examination after his course work is completed or in the quarter in which it is being completed and after the thesis is approved by the committee. He should register for 5030 in the quarter in which the degree is to be conferred.

If the student does not attend the University during the summer quarter he may have his assistantship renewed and complete his work for the degree in a second year. He must, however, enroll for three courses each quarter. The courses which he thus takes in excess of those required for the M.A. may be applied toward the Ph.D.

*Students who have no assistantship (those with non-service fellowships or with independent means) will take at least one more course each quarter than these schedules suggest and thus finish their course work in three quarters.

**It is advisable to take reading courses at the beginning of graduate study, when they may be a preparation for seminars, rather than later.

***It is advisable to take seminars during the regular quarters, when there is a greater variety and sometimes a desirable sequence, rather than in the summer.

1st Year

Ph.D. Candidate

If the student has no M.A. he should follow the schedule suggested for the M.A. candidate. In addition, he should begin to prepare for fulfilling one foreign language requirement. In his second, third, and fourth years, he should follow the schedules suggested for the first, second, and third years of the Ph.D. candidate beginning with an M.A.

If the student has an M.A. from The University of Tennessee* he may apply his twelve courses (36 hours) toward his Ph.D. degree and follow this schedule:

	Fall	Winter	Spring	Summer(1)	Summer(2)	Hours
3000-4000**	1			1	1	9
5000	5150					3
6000	1	2	2	1	1	21
Courses outside the Department**		1	1			6
Assistantship***						

The student should fulfill, if he has not already fulfilled, the first foreign language requirement.****

*If he has an M.A. from another institution the number of hours he may transfer will be determined by the Director of the Graduate Program.

**The three required English courses at the 3000-4000-5000 level and the three required courses outside the Department may be taken at any time, but it may be advisable to take the courses outside the Department during the regular quarters, when there is a greater variety.

***If the student has a double teaching assistantship, he will take only two courses instead of three each quarter, giving preference first to 5150 and 6000 level courses.

****This schedule assumes that he will fulfill the first foreign language requirement by taking the written examination and allows for him to take three language courses in his second year.

2d Year (beyond the M.A.)

Ph.D. Candidate

	Fall	Winter	Spring	Summer(1)	Summer(2)	Hours
3000-4000						
5000						
6000	1					3
Courses outside the Department	1					3
Foreign language courses*	1	1	1			
Assistantship						

The student should fulfill, if he has not already fulfilled, the second foreign language requirement.

By the winter quarter *at the latest* he should have his dissertation topic approved by his director, his committee selected, and some of the work on the dissertation done. He should register for six hours of 6000, six in the spring quarter and nine in succeeding quarters while he is working on the dissertation until he has the required thirty-six hours.

He should take the preliminary comprehensive written examinations after his course work and language requirements are completed.

*If the student fulfills both foreign language requirements by taking written examinations, he will not take these courses and he will take nine hours of 6000 in the winter and spring quarters.

3d Year (beyond the M.A.)

Ph.D. Candidate

The student should complete the research for and the writing of his dissertation, enrolling for 6000 in the quarter in which the degree is to be conferred.

He should take the oral examination after his dissertation has been approved by the committee.

M. A. C. T. Candidate

1st Year

	Fall	Winter	Spring	Hours
3000-4000	3	3	3	9
3000-4000-5000	3	3	3	9
5000-6000	3	3	3	9
Seminar	1	1	1	3
Tutorial	1	1	1	3

2d Year

	Fall	Winter	Spring	Hours
3000-4000	3	3	3	9
5000-6000	3	3	3	9
Thesis (or 6000)	3	3	3	9
Teaching 1/4 time				

5. COURSES FOR GRADUATE STUDENTS

Advanced undergraduate courses

3070-80	Modern British and American Poetry
3110-20-30	Romantic Poetry and Prose
3140	American Short Story
3150	Melville
3210-20	Victorian Prose
3510	16th-Century Poetry and Prose
3520-30	Elizabethan and Jacobean Drama
3610-20-30	Restoration and 18th-Century Poetry, Drama, Prose
3670	The Age of Johnson
3710	Literature of the Bible
3910-20-30	Comparative Literature: Ancient, Medieval and Renaissance, 18th-Century
3940	Modern European Novel
4050-60	American Novel
4110-20-30	Shakespeare
3210-20-30	Victorian Poetry
4310-20-30-40	British Novel
4410-20-30	English Language: Introduction, History, Modern Grammar
4510	Introduction to Literary Criticism
4650	Southern American Literature
4660-80	Emerson, Thoreau, Whitman, American Humor
4720-30	Folklore, Ballad
4750	Poe and Contemporaries
4850	Milton: Major Poems
4860	17th-Century Prose and Poetry
4910-20	Chaucer

5010-20-30	Master's Thesis
5150	Introduction to Old English
5210-20-30	Readings in American Literature
5410-20-30	Readings in Middle English Literature
5510-20	Readings in Literary Criticism
5610-20-30	Readings in 19th-Century English Literature
5710-20-30	Readings in 18th-Century English Literature
5810-20-30	Readings in Renaissance English Literature
5860	Introduction to Literary Research
6000	Doctoral Dissertation
6110-20-30	Elizabethan Literature
6150-60	Old English Prose and Poetry, Beowulf
6170-80	Middle English, English Language
6210-20-30	American Literature
6241-42	Colonial American Literature
6250-60	Bryant, Longfellow, Lowell, Holmes, Whittier, Twain
6270-80	American Fiction
6310-20-30	Victorian Literature
6410-20-30	Chaucer
6510-20-30	Spenser and Milton
6610-20-30	Romanticism
6710-20-30	The 18th-Century
6810-20-30	Drama and Theatre
6910-20-30	20th-Century Literature

6. FINANCIAL ASSISTANCE

The Department has access to several kinds of financial aid for graduate students.

1. *Graduate Assistantships:*

Applicants must complete work for the A.B. before beginning service. The stipend is $1300 for three quarters and remission of fees—except minor charges for activities, diploma, and thesis. Assistants normally devote three fourths of their time to graduate study and one fourth to departmental duties which are planned specifically as preparation for teaching. Duties include conference work with students, reading of student papers, and practice teaching. Each assistant is assigned to a senior staff member for ten hours work a week, observes at least one of his classes regularly, and teaches at least one week (i.e., 3 hours) each quarter under supervision. Application forms may be obtained from the Director of the Graduate Program in English and should be sent to him, completed, before February 20.

2. *Teaching Assistantships:*

Applicants must complete work for the M.A. before beginning service. The stipend is $1550 for three quarters and remission of fees—except minor charges for activities, diploma, and thesis. Appointees will devote approximately one fourth of their time to teaching: i.e., one section of freshmen 3 hours per week. Mature students, preferably with some teaching experience, may apply for a double appointment (6 hours of teaching) at a stipend of $3100. Application forms may be obtained from the Director of the Graduate Program in English and should be returned to him, completed, before February 20.

3. *National Defense Education Act (Title IV) Fellowships:*

Applicants must complete work for the A.B. before beginning service and must plan to spend three consecutive years of full-time study toward the doctorate. The stipend is $2000 for the first year, $2200 for the second year, $2400 for the third year, plus $400 for each dependent, remission of fees—except minor charges for activities, diploma, and thesis—and additional stipends for summer study. Application forms may be obtained from the Director of the Graduate Program in English and should be returned to him, completed, before February 20.

4. *University Non-Service Fellowships:*

Applicants must complete work for the A.B. before beginning service and must plan to devote full time to graduate study. The stipend is $1000 or $2000 for three quarters and remission of fees—except minor charges for activities, diploma, and thesis. Application forms may be obtained from the Dean of the Graduate School and should be returned to him, completed, before February 20.

5. *Master of Arts in College Teaching Assistantships:*

Candidates for the M.A.C.T. degree may apply simultaneously for a graduate assistantship. If they are accepted into the M.A.C.T. program and awarded the assistantship they will receive a supplementary grant from a fund provided by the Ford Foundation.

Applications for all these assistantships and fellowships are reviewed promptly (assuming the applicant's papers are complete) and offers are made as soon as possible afterward. Students who are offered assistantships or fellowships should reply promptly, either accepting or rejecting them. Delay impedes the whole assistance program and may result in the student being passed over in favor of another.

In addition to the kinds of financial aid for graduate students listed above, the Department also welcomes students who have Woodrow Wilson Fellowships, Danforth Fellowships, and other such non-service fellowships. They are free to take courses and to use the facilities of the Library, under the conditions stipulated for other graduate students.